FORWARDHEALTH

ELECTRONIC DATA INTERCHANGE DEPT
6406 BRIDGE ROAD
MADISON WI 53784-0009

Telephone: 866-416-4979
FAX: 608-221-0885
TTY: 608-221-4746

www.forwardhealth.wisconsin.gov

Jim Doyle
Governor

Karen E. Timberlake
Secretary

State of Wisconsin

Department of Health Services

August 25, 2008

ABC Health Clinic
Jane Doe
123 Wisconsin St
Ste 400
Milladore WI 55555-5555

Dear Provider:

ForwardHealth has received your request to establish a secure Portal account. A summary of the information you provided is included below, along with the Login ID and Personal Identification Number (PIN) you will need in order to set up your secure provider account on the ForwardHealth Portal.

NPI or Provider ID:	XX3456XXXX
Taxonomy:	123456789X
Zip Code:	55555-5555
Financial Payer:	Medicaid

Please note that for security purposes, only digits 3, 4, 5 and 6 of your NPI or Provider ID are shown.

To create your secure provider account, please follow these steps:
1. Go to the ForwardHealth Portal at *www.forwardhealth.wi.gov/*.
2. Select the "Providers" button.
3. Select the "Logging in for the first time?" link under "Login to Secure Site".
4. Enter your Login ID and PIN:
   Login ID: NPI or Provider ID
   PIN: 123456789

Detailed instructions and helpful hints on setting up your secure Provider account can be found in the *Account User's Guide.* This guide can be found by selecting the "Account" menu located at the top of your screen once you have successfully logged in.

Please contact the EDI Help Desk at (866) 416-4979 or *VEDSWIEDI@wisconsin.gov* if you have any additional questions or need further assistance.

Sincerely,

EDI Department

HCF 13512 (8/08)

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